
235.01

Administrative Adjustments and Nutrition Tailoring

Overview

Introduction	<p>The Iowa WIC Program food packages are designed to maintain a careful balance between cost and nutrition integrity. This design process has two components:</p> <ul style="list-style-type: none">• Administrative adjustments made by the state office, and• Nutrition tailoring by the state office dietitians and the local agency CPAs.
Definition: Supplemental foods	<p><u>Supplemental foods</u> means those foods containing nutrients determined by nutritional research to be lacking in the diets of pregnant, breastfeeding, and postpartum women, infants, and children and foods that promote the health of the population served by the WIC program as indicated by relevant nutrition science, public health concerns, and cultural eating patterns.</p>
Full nutrition benefit vs. maximum monthly allowance	<p><u>The full nutrition benefit (FNB)</u> is the minimum amount of reconstituted fluid ounces of liquid concentrate infant formula as specified for each infant food package category and feeding variation.</p> <p><u>The maximum monthly allowance (MMA)</u> is specified in reconstituted fluid ounces for liquid concentrate, RTF liquid and powder forms of infant formula and exempt infant formula.</p> <p>Food packages must provide at least the FNB authorized to non-breastfed infants up to the MMA for the physical form of the product specified for each food category. Infant foods must be issued in whole containers that are all the same size and all the same physical form.</p>

Continued on next page

Overview, Continued

Method of calculating infant formula and foods

Infant formula is calculated for each month's food package based on the maximum monthly allowance of reconstituted fluid ounces of liquid concentrate infant formula for each food package category and infant feeding option. This is accomplished in the WIC data system using nutritional equivalent coefficients for the three forms of formula (powder, concentrate and ready-to-feed) for each food package category and feeding option. For a given food package category and feeding option, this results in the same number of cans of a formula being issued for the time period.

In this policy

This policy contains the following topics.

Topic	See Page
Administrative Adjustments	3
State Agency Nutrition Tailoring	4
Local Agency Nutrition Tailoring: Food Quantities	5
Local Agency Nutrition Tailoring: Food Forms and Types	7

Administrative Adjustments

Introduction Administrative adjustments are changes made to the federal list of allowable foods to establish the state food list. These adjustments commonly eliminate more expensive products and provide guidelines regarding allowable:

- Packaging methods and sizes
- Brands and types (e.g., mozzarella cheese but not smoked cheese), and
- Forms (e.g., fluid or dry milk).

Summary The table below lists the administrative adjustments by food category. Except where noted, the reason for the adjustment is cost.

Food Category	Adjustment
Infant formula	Issuance of ready-to-feed formula is very limited (see Policy 235.03)
Infant cereal	<ul style="list-style-type: none"> • No jarred infant cereals • Only 8 and 16 ounce containers (to provide full nutritional benefit each month)
Infant fruits and vegetables	Only 4 ounce containers (to provide full nutritional benefit each month)
Infant meats	Only 2.5 ounce containers (to provide full nutritional benefit each month)
Milk	Gallon containers for fluid milk
Cheese	<ul style="list-style-type: none"> • No cheese with added flavors, such as smoked cheese or pepper cheese • American cheese is not allowed because of potential confusion with cheese food and other disallowed products at the point of purchase • No sliced, cubed or crumbled cheese • No Brick, Muenster, or Provolone • 8 and 16 ounce packages (to provide full nutritional benefit each month) • No cheese purchased from a service counter
Yogurt	<ul style="list-style-type: none"> • No single serving or multi-packs • No yogurt with artificial sweeteners
Tofu	---
Soy beverage	---
Juice	No refrigerated juices except 64 oz. orange juice
Eggs	Packaged in containers of one dozen
Cereal	<ul style="list-style-type: none"> • Minimum container size for store brands is 10 oz. • Minimum container size for national brands is 14 oz.
Whole wheat bread	---
Oatmeal	16 oz. only
Brown rice	<ul style="list-style-type: none"> • Plain brown rice with no added seasonings • No pre-cooked rice
Soft corn tortillas	---
Whole wheat tortillas	---
Peanut butter	<ul style="list-style-type: none"> • Store brand only • No bulk peanut butter
Dried beans, peas or lentils	No mixed beans or soup mix
Canned tuna and salmon	<ul style="list-style-type: none"> • No containers smaller than 5 oz. • No red salmon

Note: The Iowa WIC Program reserves the right to limit the purchase of expensive products or products making special health claims in order to serve as many participants as possible under USDA guidelines.

State Agency Nutrition Tailoring

Introduction

Nutrition tailoring includes changes or substitutions to the food package to better meet the nutrition needs of participants. Nutrition tailoring includes changes or substitutions to:

- Food types
 - Forms, and
 - Quantities.
-

State decisions

The following nutrition tailoring decisions were made to achieve consistency with published nutrition recommendations and guidelines:

- 1% low fat and fat-free skim milk for all healthy participants 2 years and older to promote low fat milk instead of reduced fat milk. The only exception is for sweet acidophilus milk. Participants will be allowed to choose between 1% and 2% sweet acidophilus milk at the point of purchase. This is allowed because the two major instate dairies market products with different levels of milk fat.
 - 1% low fat and fat-free skim milk may be provided to children ages 12 months to 2 years of age if they have been assigned risk code 115 (high weight-for length birth to <24 months).
 - Beans for all children 12-17 months of age to prevent choking on peanut butter.
 - Infant foods may be provided in lieu of the CVV for a child or woman receiving food package III.
-

Model food packages

The model food packages in the data system provide the regulatory maximum quantities.

Note:

- The amount of formula for partially breastfed infants and the amount of supplemental foods for children and women with qualifying conditions must be individually tailored based on the medical documentation and the participant's needs.
 - Infant formula amounts for breastfed infants, even those in the fully-formula fed category should be individually tailored to the amounts that meet their nutritional needs.
 - When tailoring a food from a model food package in Focus, the food row being tailored must first be deleted and then a new row must be added with the desired food.
-

Local Agency Nutrition Tailoring: Food Quantities

Policy

The full nutrition benefit of all supplemental foods must be made available to participants if medically or nutritionally warranted. The provision of less than the full nutrition benefit to an individual WIC participant is appropriate only when:

- Medically or nutritionally warranted (e.g., to eliminate a food due to a food allergy or another nutrition-related medical condition), or
- A participant refuses or cannot use the full nutrition benefit.

Local agencies cannot reduce the amounts of food for categories, groups or subgroups of WIC participants.

Potential reasons for refusing the full nutrition benefit

Examples of reasons that may result in a participant refusing the full food package or not being able to use all of it include but are not limited to the following:

- Typical food intake patterns
 - Food aversions
 - Household production of WIC foods
 - Religious reasons prohibiting intake of WIC foods
 - Refusing the form of juice (i.e., frozen vs. single strength) in the model food package for that participant type.
-

Joint custody situations

In joint custody situations where both households have been determined to be WIC-eligible, the full nutrition benefit should still be provided. However, it must be divided between the two households based on the amount of time the child spends in each household during a typical month.

Documentation requirements below the full nutrition benefit

When the quantity of food has been reduced below the full nutrition benefit, the CPA must:

- Advise the participant that the food package provides less than the regulatory maximum, and
- Offer the participant the option to obtain the full food package benefit (i.e., increase the quantity of food or provide allowable food substitutions).

If a participant receives less than the full nutrition benefit, there are two ways to document this depending on whether the reduction was due to a medical/nutritional requirement or participant preference.

Continued on next page

Local Agency Nutrition Tailoring: Food Quantities, Continued

**Documentation
requirements
below the full
nutrition
benefit,
continued**

1. If the participant self-reports a medical and/or nutritional reason for tailoring or making changes to a food package below the full nutrition benefit, this must be documented by marking the “Self-Reported” checkbox on the Food Package panel and documenting additional information in the “Details” text box. If the text box does not provide enough space for documentation, add the additional information in the comments box on the Food Package panel.
2. If the participant declines the full food package due to participant preference, then this reason must be documented in the comments box on the Food Package panel instead of using the “Self-Reported” checkbox.

Local Agency Nutrition Tailoring: Food Forms and Types

Policy

The food types and forms in a food packages may be tailored to:

- Accommodate participant preferences and eating patterns.
- Accommodate household and general living conditions (e.g., food storage, equipment for food preparation, unsafe water, homeless and transient status).

Note: The same full nutrition benefits still apply.

Participant preferences

Examples of nutrition tailoring to accommodate participant preferences include:

- Issuing benefits for a different form of milk
- Substituting tofu and soy beverage for milk in the quantities allowed
- Tailoring the dried beans/ peanut butter options from the model food packages
- Tailoring the whole grain options from the model food packages
- Tailoring the type of breakfast cereal (infant vs. adult) in food packages for children and women with qualifying conditions.

Note: Issuance of soy-based beverage and tofu must be based on an individual nutrition assessment by a CPA and consultation with the participant's health care provider if necessary. Due to this reason, participants receiving soy-based beverage and tofu must have these products specifically listed on their food benefits. Also, due to how the data system works, participants receiving other forms of milk (evaporated, goat, sweet acidophilus, nonfat dry) must have these products specifically listed on their food benefits. Only the types and forms of milk listed on the participant's food benefits can be purchased.

Equivalents for milk

The forms of milk and milk substitutes and their nutrition equivalents to fluid cows milk are listed in the table below:

Type of Milk	Substitution Rate
Nonfat dry milk powder	1-25.6 oz. box = 8 qt. milk
Evaporated milk	4-12 oz. cans = 3 qt. milk
Goat milk powder	12 oz. = 3 qt. milk
Lactose free milk	1 qt. = 1 qt. milk
Sweet acidophilus milk	1 qt. = 1 qt. milk
Cheese	1 lb. = 3 qt. milk
Tofu	1 lb. = 1 qt. milk
Soy beverage	1 qt. = 1 qt. milk
Yogurt	1 qt. = 1 qt. milk

Continued on next page

Local Agency Nutrition Tailoring: Food Forms and Types, Continued

**Options for
dried beans and
peanut butter**

The options for food packages that can provide both dried beans and peanut butter include the following:

- 1 lb. dried beans + 18 oz. peanut butter
 - 2 lb. dried beans
 - 36 oz. peanut butter
-

**Household and
general living
conditions**

Tailor the food package based on access to refrigeration, food storage and cooking facilities. Guidelines include the following:

- Determine the best packaging for juice. Limit the issuance of single serving containers to participants who have no acceptable food storage options.
 - Determine the best form of milk and size of container.
 - Provide peanut butter unless there is a compelling reason not to such as an allergy or inability to handle the food consistency.
 - Determine whether peanut butter should be substituted for eggs. For participants already receiving peanut butter in their food package, assess the amount that these participants could reasonably consume in a month's time.
-